

DEPARTMENT OF ADMINISTRATIVE SERVICES
JOB OPPORTUNITY
QUALIFIED CRAFT WORKER (HVACR)
BUREAU OF PROPERTIES AND FACILITIES MANAGEMENT

PLEASE FOLLOW THE SPECIFIC APPLICATION FILING INSTRUCTIONS AT THE BOTTOM OF THIS PAGE!

Open To: The Public

Location: State Office Building, 165 Capitol Ave., Hartford, CT

Job Posting No: 00003784TJG

Hours: 37.5 hours per week

Salary: TC-18 \$46,054.00 - \$59,384.00
(New hires start at the bottom of the range)

Closing Date: July 25, 2012

Eligibility Requirement: Candidates must meet the minimum General and Special Experience for this classification. State employees currently holding the above title or those who have previously attained permanent status may apply for lateral transfer.

Position Information: The selected candidate will perform highly skilled tasks in accordance with standard trade practices and codes on air systems used in heating, ventilating and refrigeration; operate, maintain, repair, install, modify and assemble air conditioning and refrigeration equipment and systems which may use Freon or chilled water for air cooling means and air or water for condenser means; determine required cooling capacity of units needed for small areas; use and interpret a psychometric chart; control and measure air flow, room air changes and room pressurizing; monitor computerized control systems; perform minor tests for fuel specific gravity and gas leaks; add water treatment chemicals to boilers; may install, modify, repair and assemble electrical or pneumatic controls for this type of equipment; may inspect and repair steam traps fed by main system at various locations; may remove pipe insulation materials associated with repair of pipes and fittings using OSHA approved methods.

Knowledge, Skills and Abilities: Considerable knowledge of and ability to apply standard tools, materials, methods and practices of the particular trade; interpersonal skills; oral and written communication skills; basic computer skills; ability to prepare estimates and keep shop records.

General Experience: Four (4) years experience in the HVACR trade area

Special Experience: Two (2) years of the General Experience must have been performing skilled trade functions in the specific trade area.

Note: For state employees the Special Experience will be interpreted at the level of Skilled Maintainer or Department of Transportation Maintainer 2.

Substitution Allowed: Graduation from a vocational or technical school with a diploma designating completion of subject requirements in a maintenance trade area may be substituted for two (2) years of the General Experience.

Special Requirements:

1. Incumbents in this class may be required to possess and retain an Unlimited Journeyperson's license in the trade area indicated by the parenthetical title.
2. Incumbents in this class may be required to possess and retain specific education and/or experience to meet various certification requirements.
3. Incumbents in this class may be required to complete an asbestos removal program consistent with the Environmental Protection Agency's operational guidelines.

Physical Requirement: Incumbents in this class must have adequate physical strength, stamina, physical agility and visual and auditory acuity and must maintain such physical fitness as to be able to perform the duties. A physical examination may be required.

Preferred Experience: In addition to the above requirements, the preferred candidate will hold at least an S-2 Heating, Piping and Cooling Unlimited Journeyperson License issued by the State of Connecticut and have 10-12 years or more experience in the preventative maintenance and emergency repair of HVACR equipment.

Note: The filling of this position will be in accordance with reemployment, SEBAC, transfer, promotion and merit employment rules, if applicable.

Application Instructions: Interested and qualified candidates who meet the above requirements should submit a cover letter, a resume, an HR-12 Application for Employment; and a copy of any licenses to:

Timothy J. Geary
Department of Administrative Services
165 Capitol Avenue, 5th Floor East
Hartford, CT 06107
FAX (860) 622-4922

AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER

The State of Connecticut is an equal opportunity/affirmative action employer and strongly encourages the applications of women, minorities, and persons with disabilities.